HQMC CIVILIAN LEADERSHIP DEVELOPMENT PROGRAM OVERVIEW

Human Resources and Organizational Management Branch

February 7, 2012

Marine Corps Civilian Leadership Development Program (MCCLDP)

1. Civilian Leadership Development (CLD)
   - Build & enhance leadership competencies
2. Academic Degree Program (ADP)
   - Tuition assistance for an academic degree, license, or certification
3. Centrally Managed Civilian Leadership Courses (CMCLC)
   - Compete for leadership development programs

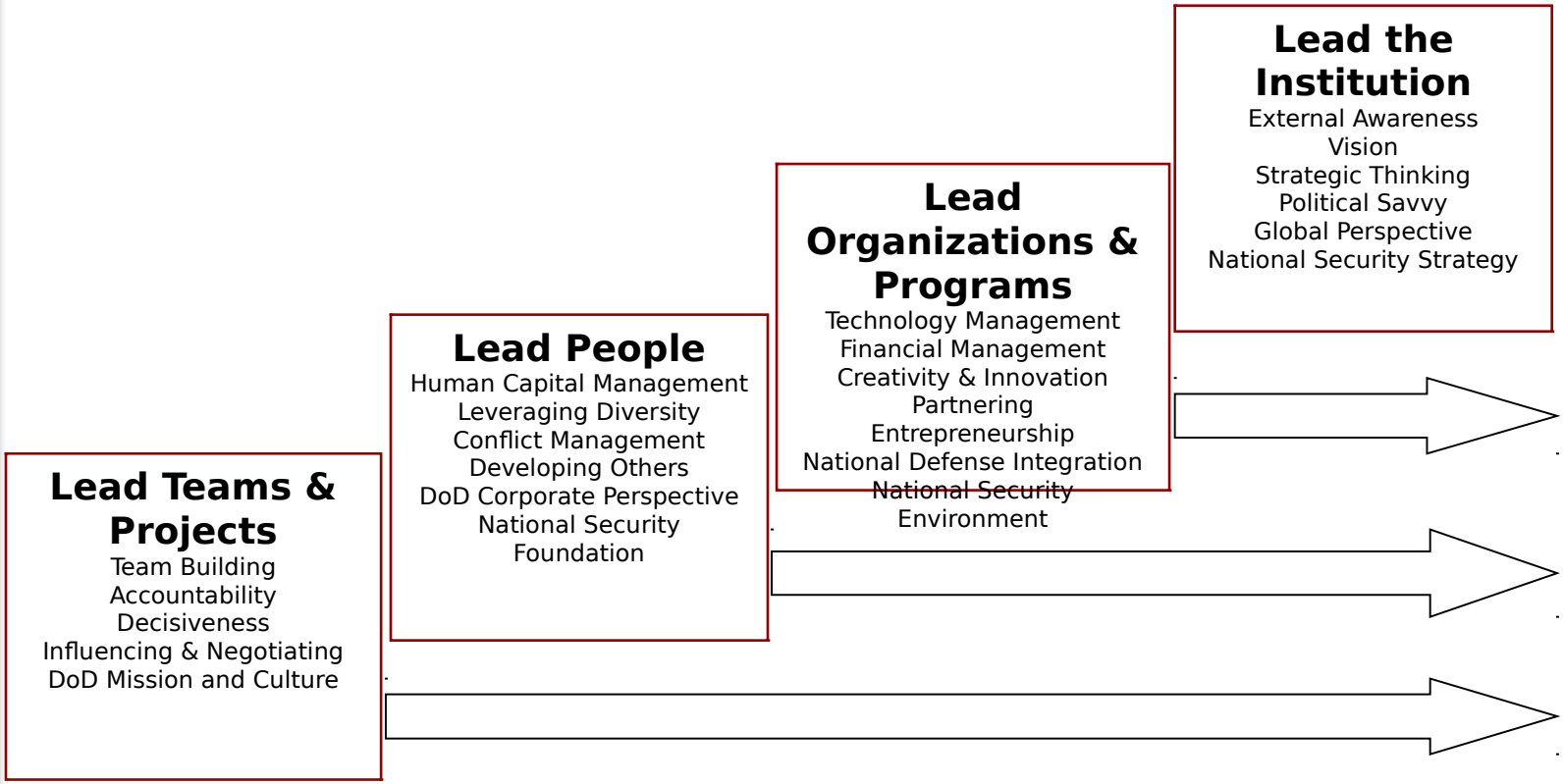
1 - Civilian Leadership Development (CLD)

- Goal: To improve leadership competencies and skills of all Civilian Marines at all levels below SES
- Key Players
  - Employee
  - Mentor
  - Supervisor
- Main elements
  - Leadership skills assessment
  - Individual Leadership Development Plan
  - Employee-driven
  - Mentoring relationship outside supervisory chain
  - Supervisor approval & support

Steps for Enrollment

- Complete and submit application
- Take skills assessment based on DoD CLD Continuum (next slide)
- Select mentor and schedule meetings
- Build an Individual Leadership Development Plan (ILDP) with mentor and supervisor
- Complete ILDP activities
- Re-assess skills and update ILDP, as needed

DoD CLD Continuum
DoDI 1430.16 Growing Civilian Leaders



Lead Self

Flexibility	Integrity & Honesty	Interpersonal Skills
Resilience	Customer Service	Oral Communication
Continual Learning	Problem Solving	Written Communication
Public Service Motivation	Technical Credibility	Mission Orientation
	Computer Literacy	

Supervisor's Role

- Complete and sign supervisor's section of the CLD application
- Participate in skills assessment
- Review and approve ILDP
  - Work with employee if changes are needed
- Give employee time to meet with mentor and complete ILDP activities
- Encourage and support employee

Mentor Relationship

- Outside chain of command
- Based on open communication
- Identify strengths and developmental needs
- Coaching to enhance skills & knowledge
- Share organizational information & perspectives
- Develop problem-solving abilities
- Encouragement and motivation
- Networking

2 - Academic Degree Program (ADP)

- Tuition assistance program, not a full scholarship
  - Academic Degree
  - License
  - Certification
- Open to all civilians & pay systems (except NAF & SES)
- Curriculum must:
  - support organizational objectives
  - produce improvement in organizational or individual performance
- Requirements:
  - Agree to abide by all ADP procedures
  - Continued service agreement (3X length of course)
  - Must be a Nationally Recognized and Accredited Institution

3 - Centrally Managed Civilian Leadership Courses (CMCLC)

- Applicants compete for USMC quotas to various leadership development programs
- Available at all levels, from GS-4 and up
- Open to all civilians in any pay system as long as they meet the GS grade equivalency requirement
- CLDP participation not required
- Programs vary re: time away from desk and on-the-job assignments
- Dates vary from year to year
- CLDP Administrator distributes calls for nominations
- A panel at the LeJeune Leadership Institute (LLI), Marine Corps University (MCU), reviews applications and selects participants

HQMC CLDP Administrator Contact Information

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